



DES Application Processing Time 2002

Authorization Type	Processing Time*
Air Quality	
Temporary Air Emission Permit	30-60 days for most sources
State Air Emission Permit-to-Operate	30-60 days
General State Air Permit for Emergency Generators (Internal Combustion Engines)	15 days
New Source Review/Prevention of Significant Deterioration Permit	Up to one year
Title V Operating Permit	1-5 years for the initial issuance of Title V Operating Permits, and 18 months for all new Title V sources thereafter
Stage I/II Gasoline Vapor Recovery Certificate	60 days, following a successful stage II vapor recovery test
Municipal Burn Authorization	2-4 weeks
Drinking Water	
Community Large Well Site Approval	Up to 60 days
Community Small Well Site Approval	Up to 30 days
Public Water System Design/Letter of Approval	4 weeks
Public Water System Permit-to-Operate	2-3 weeks
Drinking Water System Operator Certificate	6 weeks
Environmental Laboratory Accreditation	If an in-state laboratory requests accreditation, the process takes from three to nine months, depending on the preparedness of the laboratory. When an out-of-state laboratory requests NH ELAP to be the primary accrediting authority, it will be put on a waiting list until staff is available to conduct the on-site assessment (possibly as long as several years to complete). If the laboratory has applied for secondary accreditation, the process will take from two to three weeks to complete.
Water Well Contractor License	Examinations are administered quarterly. Applications must be received at least ten days prior to the examination date for the applicant to sit for that

	examination. Processing is completed approximately four weeks after the exam.
Pump Installer License	Examinations are administered quarterly. Applications must be received at least ten days prior to the examination date. Processing is completed approximately four weeks after the exam.
Bottled Water Source Approval	Up to 60 days
Youth Recreation Camp License	30 days
Surface Water	
Section 401 Water Quality Certificate	1-6 months, if FERC is not involved; 6-12 months when FERC has licensing jurisdiction
Site Specific Permit	4-6 weeks
Temporary Surface Water Discharge Permit	7-10 days
Public Bathing Facility Construction Approval	30 days
Wetlands	
Standard Dredge and Fill – Major/Minor/Minimum Impact Projects	Minimum and minor impact projects typically take 60 to 90 days to process, once all necessary information has been received. Six months or more may be required for major impact projects being reviewed during the busy season (March through the first snow), or if there is considerable public opposition or if the application is unusually complex.
Standard Dredge and Fill – Emergency Authorization	Immediately following the initial contact with the DES Wetlands Bureau Administrator, a completed <i>Emergency Authorization Verification</i> form will be prepared and usually sent by facsimile to the applicant. This authorization allows for emergency work to be completed without further review.
Minimum Impact Expedited Permit	30 days
Minimum Impact Agricultural Permit	30 days
Recreational Mineral Dredge Permit	2-3 weeks
Minimum Impact Forestry/Timber Harvesting Notification	7 work days
Seasonal Dock Notification for Lakes and Ponds	Immediately, upon mailing, work may begin
Minimum Impact Trail Development Notification	Immediate, based upon receipt of all required information and forms
Groundwater	
Large Groundwater Withdrawal (“Major”) Permit	Preliminary Application - 60 days; Final Report - 45 days
Large Groundwater Withdrawal (“Minor”) Permit	Preliminary Application - 60 days; Final Report - 45 days
Underground Injection Control Registration for Floor Drains	2 weeks
Holding Tank Registration	2 weeks
Groundwater Release Detection Permit	90 days
Temporary Groundwater Discharge Permit	15 days

Groundwater Discharge Permit	Up to 2 months
Groundwater Management Permit	90 days
Dam Safety	
Class AA Dam Permit (Non-Hazard Potential)	2-3 weeks
Class A Dam Permit (Low Hazard Potential)	4-5 weeks
Class B Dam Permit (Significant Hazard Potential)	6-8 weeks
Class C Dam Permit (High Hazard Potential)	10-12 weeks
Hydropower Dam Permit (All Hazard Classifications)	6-12 months for DES Dam Permit, and up to three years for a new FERC license
Septic System/Real Property Subdivision	
Approval for Septic System Construction/Operation	15 work days
Approval for Real Property Subdivision	30 calendar days
Designer of Subsurface Disposal Systems License	5 days
Installer of Subsurface Disposal Systems License	5 days
Wastewater	
Sewer Connection Permit	1-3 weeks
Sewerage Design Review/Letter of Approval	Average 2-4 weeks (Longer for large and/or more complex sewerage projects.)
Industrial Wastewater Discharge Permit Request/Approval	2-4 weeks
National Pollutant Discharge Elimination System/State Surface Water Discharge Permit	12-18 months for individual permits; 2 months for general permits; less than one month for storm water or construction dewatering general permits
Wastewater Treatment Facility Operator Certificate	1-2 months, depending upon grade level of the exam
Pre-Qualification of Consulting Engineering Firms/Approval	20-30 days
Sludge Quality Certification	2-4 weeks
Sludge Hauler Permit	1 week
Sludge Site Permit	2-3 months
Sludge Facility Permit	3-4 months
Septage Holding Tank Registration	1-2 weeks
Septage Hauler Permit	1 week
Septage Site Permit	3-4 months
Septage Facility Permit	3-4 months
Winnepesaukee River Basin Program	
WRBP Connection Permit Request/Approval Permit	1-2 weeks (Lead time to obtain a permit from the N. H. Department of Transportation's Bureau of Rails & Transit can be as long as 6-9 months.)

WRBP Domestic Wastewater Discharge Permit Request/Approval	2-4 weeks (allow 3-6 weeks for larger than normal or more complex projects)
WRBP Industrial Wastewater Discharge Permit Request/Approval	2-4 weeks
Petroleum Storage/Site Remediation	
Aboveground Petroleum Storage Facility Registration	30 days
Construction of a New or Substantially Modified Aboveground Petroleum Storage Tank Facility/Letter of Approval	45 days
Underground Storage Tank Facility Registration	1-2 days
Construction of a New or Substantially Modified Underground Storage Tank Facility/Letter of Approval	30 days
Underground Storage Tank Facility Permit-to-Operate	30 days
Underground Storage Tank Closure Notification	One day
Solid Waste	
Solid Waste Standard Permit	Review time typically extends for 120 days. However, actual elapsed time is highly dependent upon facility complexity and application quality.
Solid Waste Emergency Permit	This permit is issued orally by the Director of the DES Waste Management Division once it has been determined that a true emergency exists; written permit is issued within ten working days.
Solid Waste Permit-by-Notification	30 days
Solid Waste Research and Development Permit	Review time is generally 120 days. However, actual elapsed time is highly dependent on facility complexity and application quality.
Waste-Derived Product Certification	120 days
Solid Waste Facility Operator Certification	6-8 weeks
Hazardous Waste	
Hazardous Waste Activity Notification	Immediate
Hazardous Waste Standard Permit	1-2 years, depending upon the scope and complexity of the application and the length of time needed by the Hazardous Waste Facility Siting Board and the Municipal Hazardous Waste Facility Review Committee to reach a final decision.
Hazardous Waste Emergency Permit	Immediate (if oral), followed within five days by a written Emergency Permit. DES treats such requests as the highest priority and expedites its response to site officials.
Hazardous Waste Transfer Facility Permit	12-18 months
Hazardous Waste Limited Permit	30-60 days
Hazardous Waste Transporter Registration/Confirmation Letter	Approximately 3-4 weeks

***Note:** These processing times represent best estimates or statutory limits for the time it takes to complete the review of an application and formulate a decision; and are further based on extensive experience with these types of application processes. They also assume that the application was administratively “complete” when submitted to DES and that all necessary forms, plans, maps, charts, reports, fees, *etc.* had been included with the initial submittal. These processing times are provided as an index to enable the *Guidebook* user to prepare a reasonable schedule and timeline for his or her specific project, practice, or event.

